

ORDINANCE 1499

AN ORDINANCE OF THE CITY OF NORTH BEND, WASHINGTON, AMENDING THE CITY'S 2013 BUDGET AND SALARY SCHEDULE ORDINANCE NO. 1474; LAST AMENDED BY ORDINANCE 1490; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the City Council adopted the City's Budget & Salary Schedule for 2013 in Ordinance No. 1474 on December 4, 2012 and effective January 1, 2013; and

WHEREAS, the City Council last amended the 2013 Budget & Salary Schedule Ordinance 1474 with the adoption of Ordinance 1490 on May 21, 2013 and effective June 3, 2013; and

WHEREAS, the City Council now desires to amend the 2013 Budget & Salary Schedule to authorize one (1) new permanent staff position, and update the 2013 salary rates as adopted by the Professional, Technical, Clerical Bargaining Unit contract; and

WHEREAS, the City Council approved certain budget adjustments in 2013 in an open public meeting, but such adjustments have not been formally adopted via ordinance; and

WHEREAS, additional enhancements are needed that have not been previously approved by the City Council, as noted in the table attached hereto as Exhibit A; and

WHEREAS, after the aforementioned adjustments are made to the 2013 Budget, the fund/departmental balances are as noted in Exhibit B attached hereto;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF NORTH BEND, WASHINGTON, DO HEREBY ORDAIN AS FOLLOWS:

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Section 1. Section 3 of North Bend Ordinance No. 1474 (2013 Budget Adoption), subsequently amended by Ordinance 1490 is hereby amended as follows:

Changes to Fund Totals:

Fund #	Fund Name	Increased Revenues	Increased Expenditures
001	General	\$ 608,514	\$ 608,514
101	Streets	46,347	46,347
102	Streets Capital	72,266	72,266
103	Streets Overlay	387,885	387,885
106	Impact Fees & Mitigation	(299,598)	(299,598)
107	Lodging Tax	10,789	10,789
108	Economic Development	(5,600)	(5,600)
116	Park Capital Improvement	(24,561)	(24,561)
125	Developer Projects (CED)	80,000	80,000
216	2011 Fire Station Bond Redemption	22,588	22,588
310	Municipal Projects	1,002,405	1,002,405
320	Capital Improvement (REET)	(125,392)	(125,392)
401	Water Operations & Capital	(122,420)	(122,420)
402	Sewer Operations & Capital	(1,005,272)	(1,005,272)
404	Storm Operations & Capital	(383,933)	(383,933)
404	Flood Operations	(477,240)	(477,240)
405	Solid Waste and Recycling Operations	(21,340)	(21,340)
451	ULID #6 Revenue Bonds Redemption	(841,787)	(841,787)
452	ULID #6 Revenue Bonds Reserve	(1,344,500)	(1,344,500)
502	Equipment Reserve	(269,737)	(269,737)
502	Technology Reserve	(47,509)	(47,509)
Totals		\$ (2,738,095)	\$ (2,738,095)

Section 2. New Fund. Fund No. 107 is hereby created for Lodging Tax revenue collection and expenditure distribution.

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Section 3. The 2013 Salary Schedule is hereby amended as follows:

Position	Monthly Salary Range		Employees
	From	To	
Mayor and Council			
Mayor	\$ 2,000	N/A	Official
Council Member	400	N/A	Official
Management (Exempt)			
City Administrator	8,234	10,018	1
Finance Director/Asst. City Administrator	7,500	9,500	1
Public Works Director	7,138	8,684	1
Community & Economic Dev. Director	6,859	8,224	1
PW Project Manager/Engineer	6,178	7,516	1
Administrative Services Director	5,610	6,825	1
Finance Manager	5,394	6,563	1
Building Official	5,019	6,106	1
City Clerk	4,773	5,807	1
Public Works Bargaining Unit			
Wastewater Operator II	4,728	5,585	1
Lead Water System Operator	4,623	5,376	1
Lead Parks Technician	4,475	5,228	1
Lead Streets Technician	4,475	5,228	1
Wastewater Operator I	4,383	5,182	1
Mechanic	3,988	4,920	1
Maintenance (Journey)	3,960	4,682	7
Maintenance (Entry)	3,370	3,613	0
Maintenance (Seasonal-2 Positions)	12/hr	15/hr	1
Professional, Technical, Clerical Bargaining Unit			
Senior Planner	5,381	6,546	1.6
Staff Accountant	4,837	5,887	1
Associate Planner/2-year term	4,541	5,576	1
Police Office Supervisor	4,241	5,264	1
Payroll Officer	4,241	5,264	0
Building Inspector/2-year term	4,241	5,264	1
Mapping CAD Technician	4,058	5,175	0.5
Utilities Coordinator	4,094	4,982	1.7
Deputy Clerk	4,094	4,982	0
Business License & Tax Coordinator	4,094	4,982	0.9
Public Works Office Coordinator	3,824	4,882	1
Office Coordinator / Permit Technician	3,824	4,882	1
Administrative Assistant	3,237	4,018	0.5
Total FTEs			34.2

Section 4. Submittal. A certified copy of this ordinance and the amended 2013 Budget Document shall be submitted to the State Auditor, Division of Municipal Corporations, and to the Association of Washington Cities.

Section 5. Severability. Should any section, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 6. Effective Date. This ordinance shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF NORTH BEND, WASHINGTON, AT A REGULAR MEETING THEREOF, THIS 17TH DAY OF SEPTEMBER, 2013.

CITY OF NORTH BEND:

APPROVED AS TO FORM:

Kenneth G. Hearing, Mayor

Michael R. Kenyon, City Attorney

ATTEST/AUTHENTICATED:

Published: September 25, 2013
Effective: September 30, 2013

Susie Oppedal, City Clerk

EXHIBIT A

Fund	Fund #	Department or Project	Budget Adjustment Descriptions	Agenda Bill	Expenditure Amount	Budget Year	Funding Source(s)
Expenditure Enhancements by Council							
General	001	N/A	Savings for "Downtown Development"	N/A	\$ 400,000	2013	2012 General Fund Carryover; Unappropriated Fund Balance
General	001	Law Enforcement	Snoqualmie Police contract Startup-Costs	N/A	\$ 384,000	2013	2012 General Fund Carryover; Unappropriated Fund Balance
General	001	Parks	Temporary Parks employees (\$30K plus \$5K benefits)	N/A	\$ 35,000	2013	2012 General Fund Carryover; Unappropriated Fund Balance
General	001	Transfers	Transfer to Streets Capital Fund for a Transportation Impact Fee Study with Henderson, Young & Co.	AB13 -062	\$ 17,000	2013	Additional Development Revenues Transferred to Streets Capital fund
Streets Capital	102	Streets Capital	Transportation Impact Fee Study Henderson, Young & Co.	AB13 -062	\$ 17,000	2013	Additional Development Revenues Transferred to Streets Capital fund
Streets Overlay	103	Streets Overlay	Overlay North Bend Way "Torguson Park to 436th"; increased project costs. Project has \$225K grant.	N/A	\$ 95,779	2013	Transfer from 2012 LTGO Bond remaining balance in 310-901
Municipal Projects	310	2012 LTGO TIP/TBD	Transfer to provide TIP funding for Overlay "North Bend Way Torguson Park" to 436th; increased costs.	N/A	\$ 95,779	2013	Unappropriated Fund Balance
Streets Overlay	103	Streets Overlay	Overlay North Bend Way "Torguson Park to 436th"; increased project costs. Project has \$225K grant.	N/A	\$ 48,000	2013	Transfer from Streets Capital

Fund	Fund #	Department or Project	Budget Adjustment Descriptions	Agenda Bill	Expenditure Amount	Budget Year	Funding Source(s)
Streets Capital	102	Streets Capital	Transfer to Streets Overlay: Overlay "North Bend Way Torguson Park" to 436th; increased project costs.	N/A	\$ 48,000	2013	Unappropriated Fund Balance
Streets Overlay	103	Streets Overlay	Overlay North Bend Way "Torguson Park to 436th"; increased project costs. Project has \$225K grant.	N/A	\$ 16,958	2013	Unappropriated Fund Balance
Streets Capital	102	Streets Capital	Transfers to Municipal Projects (310) for Downtown Corridor Study (Downtown Plaza, Sidewalks Downing to Orchard & Park Roundabout Design)	AB13 -051	\$ 9,836	2013	Unappropriated Fund Balance
Municipal Projects	310	Multiple	Downtown Corridor Study (Downtown Plaza, Sidewalks Downing to Orchard & Park Roundabout Design)	AB13 -051	\$ 9,836	2013	Unappropriated Fund Balance transferred from Capital Streets
Water	401	Water	Water GFC & Wholesale Rate Studies	Future	\$ 30,320	2013	Current Rates; Unappropriated Fund Balance
Sewer	402	Sewer	Additional authority for a Public Works Trust Fund Loan early payoff total of \$41,632 previously approved.	AB13 -012	\$ 26,212	2013	Current Rates; Unappropriated Fund Balance
Expenditure Enhancements by Staff							
General	001	Parks	Remove "Public Works Maintenance Journey" from Parks dept. and move to Streets fund/dept.	AB13 -050	\$ (46,347)	2013	Additional Development Revenues
General	001	Transfers	Removed "Public Works Maintenance Journey" from Parks dept. and move to Streets fund/dept.	N/A	\$ 46,347	2013	Additional Development Revenues Transferred to Streets fund
Streets	101	Streets	Removed "Public Works Maintenance Journey" from Parks dept. and move to Streets fund/dept.	N/A	\$ 46,347	2013	Additional Development Revenues Transferred to Streets fund

Fund	Fund #	Department or Project	Budget Adjustment Descriptions	Agenda Bill	Expenditure Amount	Budget Year	Funding Source(s)
General	001	Building & Planning	Reduced 2-year contract-employee positions from 5-months to 3-months (Building Inspector (\$19,416) & Senior Transportation Planner (\$19,820)); hire-date now October 2013.	N/A	\$ (39,236)	2013	Additional Development Revenues
General	001	Building & Planning	Reduced 2-year contract-employee positions from 5-months to 3-months (Building Inspector (\$19,416) & Senior Transportation Planner (\$19,820)); hire-date now October 2013.	N/A	\$ (39,236)	2013	Additional Development Revenues
General	001	Legal	Additional legal fees (actual & projected through the end of 2013 & possibly carried into 2014).	N/A	\$ 116,675	2013	Additional Sales Tax Revenue & Unappropriated Fund Balance
Streets Overlay	103	Streets Overlay	General Street Overlay for multiple small projects.	N/A	\$ 27,516	2013	Unappropriated Fund Balance
Streets Overlay	103	Streets Overlay	Street Overlay NB Way "436th to 140th" started in 2012; final project costs not in original 2013 budget.	N/A	\$ 226,132	2013	\$222,922 TIB Grant AND \$3,210 Unappropriated Fund Balance
Municipal Projects	310	2012 LTGO TIP/TBD	Pickett & Boalch Street Reconstruction Projects. Remaining project expenditures.	N/A	\$ 187,702	2013	Unappropriated Fund Balance
General	001	General	Temporary cash balance transfers the to the Fire Station project until \$250K is received from King County Emergency Medical Services (EMS) for Medic Three & Fire District #38's remaining \$357K+ est. in reimbursements	N/A	\$ 475,000	2013	General Fund existing cash balance; reimbursed in same budget year.

Fund	Fund #	Department or Project	Budget Adjustment Descriptions	Agenda Bill	Expenditure Amount	Budget Year	Funding Source(s)
Municipal Projects	310	Fire Station	Reimbursement to the General Fund for temporary cash balance transfers to Fire Station project (same-year). Once funding from King County EMS & Fire District #38 are fully received.	N/A	\$ 475,000	2013	King County Emergency Medical Services (EMS) \$250K & Fire District 38's remaining \$337K+ in reimbursements
Municipal Projects	310	Fire Station	Partial Construction budget carried-over from 2012 and reimbursement to debt service fund 216 for temporary cash funding	N/A	\$ 465,588	2013	King County Emergency Medical Services (EMS) \$250K & Fire District 38's remaining \$337K+ & City bond proceeds
Debt Service: Fire Station Bonds	216	Debt Service: Fire Station Bonds	Temporary cash flow to fire station construction	N/A	\$ 22,588	2013	Unappropriated Fund Balance
Impact Fees	106	Park Impact Fees	Tollgate Park - Archaeological [\$2,602] and 2013 Estimated Si View Metropolitan Park District annual share of collected Park Impact Fees [\$86,500]	N/A	\$ 89,102	2013	Unappropriated Fund Balance
Lodging Tax	107	Lodging Tax	Create new fund for Lodging Tax per RCW update. This fund will contain revenue from the City's Hotel/Motel tax (\$8,600) and its distribution; currently paid to Visitor Information Center (VIC), plus an extra \$2,189 paid to VIC in 2013 from 2012 carryover in additional revenues.	N/A	\$ 10,789	2013	Hotel/Motel Tax Revenue (\$8,600) & transfer from General Fund (\$2,189) for 2012 carryover of additional Hotel/Motel tax received
Economic Development	108	Economic Development	Move payment to Visitor Information Center (VIC) to new fund #107	N/A	\$ (8,600)	2013	Hotel/Motel Tax Revenue

Fund	Fund #	Department or Project	Budget Adjustment Descriptions	Agenda Bill	Expenditure Amount	Budget Year	Funding Source(s)
General	001	General	Transfer to Economic Development fund for Façade Assistance funds; potential application of use	N/A	\$ 3,000	2013	Additional Development Revenues Transferred to Economic Development fund
Economic Development	108	Economic Development	Establish Façade Assistance funds for potential application of use	N/A	\$ 3,000	2013	Additional Development Revenues Transferred to Economic Development fund
Park Improvement	116	Park Improvement	Tanner Trail II (\$12,939) funding 2013 Decision Card and Tollgate Farmhouse Ivy Removal (\$10K carryover costs from 2012)	N/A	\$ 22,939	2013	Unappropriated Fund Balance
Developer Projects (CED)	125	Developer Projects (CED)	Increased: transfer to the General Fund for additional Staff-Time charged to developers (\$20K), Developer Projects - Consultants (\$45K) & Developer Projects - MISC (\$15K)	N/A	\$ 80,000	2013	Additional Development Revenues
General	001	General	General Fund Share (25%) of financial system replacement (payments 1 & 2 of 5). Balance paid from Technology Reserves: utilities.	N/A	\$ 6,200	2013	Unappropriated Fund Balance

Fund	Fund #	Department or Project	Budget Adjustment Descriptions	Agenda Bill	Expenditure Amount	Budget Year	Funding Source(s)
Equipment Reserves - Tech	502	Equipment Reserves - Tech	Equipment Reserves - Tech (utilities) share (75%, \$18,577) of financial system replacement (payments 1 & 2 of 5), PLUS \$29,244 for Water & Sewer telemetry workstation & software replacements & other network replacements.	N/A	\$ 47,821	2013	Unappropriated Fund Balance
Municipal Capital Projects	310	NB Way/Park Roundabout - Design	Remove transfer from closed fund (190) for Transportation Improvement District (TBD), which was changed to fund 690; \$31,500 to be charged directly to fund 690 (TBD)	N/A	\$ (31,500)	2013	Removed transfer from closed fund (190) and instead expenditure charged directly to fund 690 (TBD)
Municipal Capital Projects	310	Downtown Plaza - Construction	Remove transfer from closed fund (190) for Transportation Improvement District (TBD), which was changed to fund 690; \$200,000 to be charged directly to fund 690 (TBD)	N/A	\$(200,000)	2013	Removed transfer from closed fund (190) and instead expenditure charged directly to fund 690 (TBD)
Capital Improvement (REET)	320	Capital Improvement (REET)	Temporary funding for NB Way/Park Roundabout Corridor Study	N/A	\$ 3,278	2013	Unappropriated Fund Balance
Sewer	402	Sewer	Increased Repair & Maintenance - Outside Services: Sewer Line Blockage cleanout, dryer repair (\$13K), new pump (\$13K) and various maintenance	N/A	\$ 40,000	2013	Unappropriated Fund Balance; Current Rates

Fund	Fund #	Department or Project	Budget Adjustment Descriptions	Agenda Bill	Expenditure Amount	Budget Year	Funding Source(s)
Storm Utility	404	NB Way Sidewalks Downing to Orchard	During NB Way Sidewalks Downing to Orchard project, replace existing storm system in need of repair	N/A	\$ 200,000	2013	Unappropriated Fund Balance; current rates
ULID #6 - Construction	450	ULID #6 - Transfer to fund 451	Removed Transfer of fund balance to ULID#6 Bond Redemption (451); instead used for Construction Retainage payment	N/A	\$ (73,926)	2013	Changed expenditure line-item
ULID #6 - Construction	450	ULID #6 - Construction Retainage	Removed Transfer of fund balance to ULID#6 Bond Redemption (451); instead used for Construction Retainage payment	N/A	\$ 73,926	2013	Changed expenditure line-item
ULID #6 - Bond Redemption	451	ULID #6 - Bond Redemption	ULID #6 Bond Trustee Fees \$6,500; Other adjustments were also increases to Beginning Balance \$27,935, Investment Interest \$2,500, Assessments \$1,434,470 & increased Ending Balance \$1,406,979 and a reduction to Transfer to ULID #6 Construction <\$73,926>	N/A	\$ 6,500	2013	Additional Assessment Revenue

EXHIBIT B

Fund #	Fund Name	Beginning Fund Balance	Ending Fund Balance
001	General-10% Reserve	\$ 510,156	\$ 524,746
001	General-Staff Separation Reserve	25,000	25,000
001	General-Staff 2-Year Contracts Reserve	0	195,424
001	General-Unreserved	863,442	81,232
101	Streets	0	0
102	Streets Capital	152,751	42,485
103	Streets Overlay	192,401	96,217
106	Impact Fees-Transportation	93,878	171,229
106	Impact Fees-Parks	293,861	670,023
106	Impact Fees-Fire	63,335	135,516
106	Impact Fees-Mitigation	3,700	3,700
106	Impact Fees-Mitigation: Alley Imprvmnts	0	3,020
106	Impact Fees-Mitigation: Tree Replcmnt	3,388	3,388
107	Lodging Tax	0	0
108	Economic Development	0	0
116	Park Capital Improvement	36,669	31,269
125	Developer Projects (CED)	144,548	84,548
216	2011 Fire Station Bond Redemption	988,902	0
310	Municipal Projects	283,323	0
320	Capital Projects (REET)	123,000	125,392
401	Water Operations	447,016	331,576
401	Water Capital	189,108	206,028
402	Sewer	515,000	722,326
402	Sewer Capital	488,446	282,946
404	Storm	344,000	208,223
404	Flood	418,000	477,240
404	Storm Capital	244,860	175,710
405	Solid Waste	5,000	21,340
450	ULID#6 Construction	73,926	0
451	ULID#6 Bond Redemption	586,116	2,232,766
452	ULID#6 Bond Reserve	1,342,500	1,344,500
501	Equipment Operating - Shop	0	0
501	Equipment Operating - TECH	0	0
502	Equipment Reserve - Shop	238,192	285,827
502	Equipment Reserve - TECH	63,770	45,523
690	Transportation Benefit District (TBD)	83,000	100,870
Totals		\$ 8,817,288	\$ 8,628,064